

## New Financial Year in Surf Accounts – Questions and Answers

Questions	Answers
Did you input the figures in your budget manually, or did they come from the accounts?	The figures entered in the Surf Import template were taken from the school budget prepared earlier in the year.
If we are moving the money now but we can't close off the year until the accounts are done does this not mean a double entry of the monies involved? thanks	Surf Accounts is date driven and when we date the journals/transactions after the 1 <sup>st</sup> September, 2020 these entries will form part of the accounts for the year 2020/2021
I mean the accountant says we can close the year	If you close your accounts before entering the adjustments from the external accountant/auditor, the prior year comparative figures will not be in agreement with the final accounts approved by the board.
We have no budget figures for new year completed yet. Can these figures be added during any month? Or has this to be done in September start of year	The budget can be imported to the accounts during the year. We recommend importing the budget in September.
Can you please clarify if the external accountant is supposed to alter or amend the account or are they only there to audit?	The accounts prepared by a school are amended by the external accountant/auditor and produced in a standard format for the DES.
Was the Physics and Chemistry grant received in June for School Year Sept 2020	The grant received in June 2020 is for the school accounting year 2019/2020.
We have lost a number of students due to Covid who were included in the budget so can we change the budget to reflect the current enrolment	We only recommend changing the budget if the enrolment change was significant. For example an increase or decrease in enrolment was > or < 10+
Our enrolment changed due to covid so the budget we submitted is incorrect. Can we alter what we sent to the department to reflect the up to date figures	Contact the Department and check if a revised budget is required. The school budget should include the new Covid income and expenditure codes and budget for the 2020/2021 school year.
Why cannot the DES work with FSSU and have our grants in the same format at school accounts	All government departments work on a calendar year i.e. January to December. The school year runs from September to August therefore there will always be anomalies in the timing of the grants.